

SITE MANAGEMENT PLAN

SITE PREPARATION AND MATERIAL REMOVAL

PRE-FINAL DESIGN ENVIRO-CHEM SUPERFUND SITE ZIONSVILLE, INDIANA

**Prepared For:
ENVIRONMENTAL CONSERVATION AND
CHEMICAL CORPORATION TRUST**

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NOTICE

This document is a portion of the overall design package and, therefore, cannot be referenced, in whole or in part, as a standalone document for any other purpose.

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1.0 PROJECT DESCRIPTION

1.1 Site Location

The ECC Site is located in a rural area of Boone County, about 5 miles north of Zionsville and 10 miles northwest of Indianapolis, Indiana (Figures 1-1 and 1-2).

1.2 Site Description

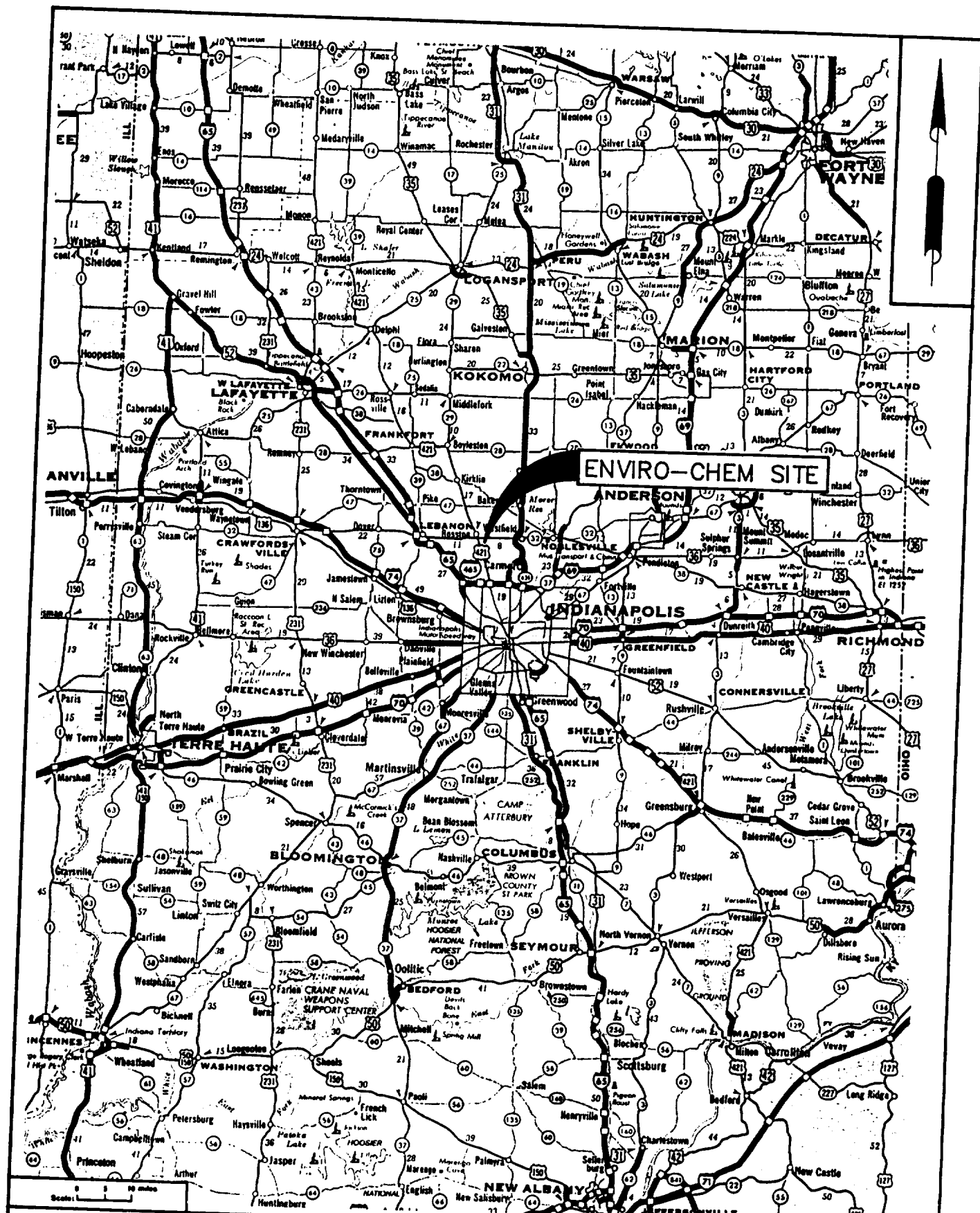
The Site is defined as the area bounded by the proposed perimeter fence, which includes the 3.053-acre remedial boundary containing contaminated materials, the support zone, and the buffer zone between the proposed fence and the north and eastern sides of the Site. A buffer zone on the southern side of the Site contains a proposed Remedial Contractor equipment laydown area. Site conditions are shown on Contract Drawing C-1 and the Support Zone Plan is described on Contract Drawing C-3.

Directly west of the Site is an active commercial waste handling and recycling facility operated by the Boone County Resource Recovery Systems, Inc. (BCRRS). Access to the Site will be from State Route 421 and will be shared with BCRRS.

Directly east of the Site across an unnamed ditch is the inactive Northside Sanitary Landfill (NSL) landfill. This facility is also a Superfund Site and is presently undergoing remedial design activities. The south end of the Site is approximately 500 feet from an existing residence and is approximately 400 feet from Finley Creek, the main surface water drainage in the site area.

Residential properties are also located to the north and west, within 1/2 mile of the facilities. A small residential community, Northfield, is located north of the Site on State Route 421. Approximately 50 residences are located within 1 mile of the sites.

The Site is in an area that is gently sloping, predominantly to the east towards the unnamed ditch. The unnamed ditch runs north to south along the eastern edge of the Site and drains the Site either directly or from tributary ditches on the north and south ends of the Site. The unnamed ditch flows south from the Site to Finley Creek.



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SITE LOCATION MAP
ENVIRO-CHEM SITE, ZIONSVILLE, IN

SCALE: AS SHOWN

FIGURE NUMBER 1-1

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Various solid waste materials are present at the Site both within the remedial boundary and within the support zone. Emergency actions undertaken prior to 1990 have resulted in the removal of the major sources of contamination. The structures remaining at the Site include cleaned tanks, the process building, the A-frame structure, the concrete pad with approximately 270 drums, and miscellaneous debris.

1.3 Summary of Work

The project is being performed using a phased approach. The first phase, Site Preparation and Material Removal, consists of preparation of a site support zone, removal of 53 steel tanks, approximately 270 drums, a process building, miscellaneous debris, and offsite transportation and disposal of all removed materials.

The second phase, Remedial Action, will be initiated after the Site Preparation and Materials Removal has been completed. This phase will consist of in-situ treatment of contaminated soils and final capping of the treatment area. Operation and maintenance of the treatment system is included in the Remedial Action phase. Verification and compliance monitoring will be performed as part of the operations of the soil treatment system.

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2.0 SITE MANAGEMENT PLAN OBJECTIVES

2.1 General

The Site Management Plan (SMP) has been prepared to provide general guidelines for management of onsite facilities and operations during the Site Preparation and Materials Removal activities. This plan provides information on the support zone layout and operations, site security, and emergency procedures. It is intended that this plan will serve as the basis for the Contractor Site Management Plan which will be submitted by the Remedial Contractor prior to commencement of onsite activities.

This plan should be used in conjunction with the Contract Specifications, Section 01397 - Site Management and the Health and Safety Plan.

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3.0 CONTRACTOR ORGANIZATION AND RESPONSIBILITIES

3.1 Organization

The Remedial Contractor personnel responsible for ensuring compliance with this plan is the Construction Manager. The ECC Trust's Engineer (Engineer) will review and approve the Contractor's Site Management Plan.

3.2 Responsibilities

The responsibilities of the Remedial Contractor personnel are as follows.

3.2.1 Construction Manager

The Construction Manager is the Remedial Contractor's appointed Site Manager of the project. He is responsible for the general oversight of the progress of onsite activities, including the management of all onsite field personnel. The Construction Manager shall prepare the Contractor's Site Management Plan and implement actions to ensure compliance with the plan. The Construction Manager is responsible for coordinating and providing the necessary labor and materials for the execution of requirements outlined by the plan.

3.2.2 Security Officer

The Security Officer shall be assigned by the Remedial Contractor to manage security operations for the remedial activities. The Security Officer shall control site entrance gates, document all site visitors, provide personnel identification, and coordinate emergency response activities with the Site Safety Officer.

3.2.3 Site Safety Officer

The Site Safety Officer (SSO) is responsible for providing technical guidance to the Site Manager on matters pertaining to health and safety. The SSO's primary responsibility is to assist the SM in the implementation and enforcement of the HSP.

Specific duties of the SSO include, but are not limited to:

- Monitoring compliance with the HSP.
- Managing health and safety equipment (respirators, instruments, boots, gloves, suits, etc.).
- Coordinating and performing air monitoring with the HSO as specified in the HSP.
- Establishing work/rest regimen in conjunction with the Site Manager (i.e., heat stress/cold stress monitoring).
- Helping establish emergency response provisions with local authorities (e.g., hospital, fire, and police).
- Maintaining site safety field logs to record air monitoring results, weather conditions, employees onsite, safety problems, and other related information.
- Reporting all incidents to the HSO.
- Stopping work if conditions are deemed unsafe; also to temporarily remove an individual from the Site if he/she is not complying with the HSP. In both cases, the SSO will confer with the HSO and SM regarding the followup actions; the presence of an SSO will not abrogate safety responsibilities of other personnel.

4.0 SUPPORT ZONE OPERATIONS

4.1 General

The following provides information on the layout of office and support facilities/utilities for the support zone and adjacent work and operations areas.

4.2 Site Plan

The planned layout of the support zone is indicated on Contract Drawing C-2. This site plan indicates the proposed location of offices, support trailers, decontamination and containment pads, parking areas, and other facilities that will be installed in and adjacent to the support zone during the site mobilization.

4.3 Electrical Supply

Electrical power will be run from the power lines on State Route 421 to the support zone. The Remedial Contractor shall provide all labor, equipment, and materials required to provide and install electrical service and lighting to the support zone facilities. The existing power lines on State Route 421 may not be sufficient to supply the site electrical power requirements. The local electric utility, PSI Energy, should be contacted by the Remedial Contractor to verify the existing power supply and determine the need to bring additional power to the Site.

All work, including grounding, shall be in accordance with applicable Federal, state, and local laws and regulations and the National Electric Code. The Remedial Contractor shall obtain all necessary state and local power permits and is also responsible for determining the actual power requirements and arranging with the local utilities for installation and service of a new surface mounted transformer (if required). All associated wiring, junction boxes, construction type panel board, light poles, electrical equipment, and associated electrical site work activities shall be the responsibility of the Remedial Contractor.

All wiring shall be mounted above ground as approved by the Engineer. All circuits throughout the construction site shall be protected either by a ground fault interrupter or an approved grounding system.

At the completion of onsite activities by the Remedial Contractor and if elected by the Engineer, the Remedial Contractor shall disconnect the temporary electrical service to the support zone facilities, and remove all electrical wiring and lighting. All wiring, lighting, and electrical fixtures shall remain the property of the Engineer for possible use in the next phase of remedial activity.

4.3.1 Office and Support Trailers

The Remedial Contractor shall provide electrical service to the following office and support trailers. This service shall meet the minimum requirements listed below:

Facility	Voltage	Minimum Amperage
Remedial Contractor Trailer	220/110 volts	100 amps
Engineer Trailer	220/110 volts	100 amps
Break Trailer	220/110 volts	100 amps
QC and Sampling Trailer	220/110 volts	100 amps
Personnel Decontamination Trailer	220/110 volts	150 amps

4.3.2 Construction Type Panel Board

The Remedial Contractor shall provide a construction type panel board for the distribution of electrical service to the office and support trailers. The panel board shall have two weatherproof 110 volt receptacles and two weatherproof 220 volt receptacles. The panel board shall be installed at the location as approved by the Engineer.

4.3.3 Staging Area Lighting

The Remedial Contractor shall provide pole mounted electrical lighting at three locations as approved by the Engineer. Electrical lighting shall consist of three weatherproof 500 watt quartz halogen floodlights, one per pole. The three lights shall be activated by one photoelectric cell. The mounting location of the photoelectric cell shall be the responsibility of the Remedial

Contractor as approved by the Engineer. The direction of illumination of each light shall be coordinated with the Engineer.

4.4 Water Supply

Water storage facilities for decontamination, environmental control, and potable water requirements shall be provided by the Remedial Contractor in accordance with the Contract Specifications. All water sources for decontamination and environmental control requirements shall be approved by the Engineer.

4.5 Traffic Control

All vehicles involved in site preparation and materials removal activities shall be subject to traffic control requirements as follows.

4.5.1 Access from State Route 421

All vehicles will enter and exit the site area by an existing access road intersecting with State Route 421. This access road is partly within an access easement held by the NSL Landfill Trustees. Coordination of access to and from both the ECC Site and the NSL Site will be worked out by representatives of both sites prior to implementation of this plan. The access road intersection with State Route 421 is near the existing office facility operated by the Boone County Resource Recovery Systems, Inc. (BCRRS).

A portion of the access road outside of the support zone will be upgraded by the Remedial Contractor as indicated on the Contract Drawings.

All vehicles traveling on the access roads between the support zone and State Route 421 shall coordinate their movement with traffic and other activities involving BCRRS and the NSL Landfill remediation. Any accidents or access road interferences or obstructions should be immediately reported to the Engineer.

4.5.2 Contractor Parking Area

A parking area outside of the support zone shall be established by the Remedial Contractor for personal vehicles. The parking area is indicated on the Contract Drawings.

4.5.3 Support Zone Entrance and Exit

The support zone shall be within a continuously fenced area that will have two operating gates. These gates are as follows:

- Main Gate, located at the southwest perimeter of the Site. This gate shall be used as the only vehicle entrance to the support zone. Vehicles may also exit the main gate only if they have not been within the exclusion zone.
- West Gate, located at the northwest perimeter of the Site. This gate shall be used as the primary vehicle exit from the support zone. All vehicles that have been decontaminated shall exit from the west gate.

All personnel and vehicle ingress and egress for the support zone will be by the operating gates only. The equipment laydown area will be accessed by its own gate. The north gate shall be installed during fence installation, however, this gate shall be locked and shall not be used during the site preparation and materials removal activities. Site security requirements for vehicles entering the support zone are described in Section 5.0 of this plan.

4.5.4 Support Zone

The Remedial Contractor shall coordinate the flow of traffic within the support zone. All vehicles that enter the remedial boundary shall be decontaminated prior to re-entering the support zone.

5.0 SITE SECURITY

5.1 General

Site security will be provided on a minimum daily 8-hour shift or as necessary to correspond with Remedial Contractor construction work activities. A full-time Security Officer shall be identified by the Remedial Contractor. Security requirements for start-up and operation of the soil treatment system and long-term monitoring will be addressed in this plan after the Remedial Action Final Design is completed.

5.2 Command Post

The guard house at the main entrance gate has been designated as the command post. This post will be continuously manned by the Security Officer whose duties and responsibilities are:

- Issue all site personnel an employee identification badge.
- Ensure that the main gate, west gate, and north gate are kept locked at all times when site activities are completed daily.
- Maintain a separate employee log of the Remedial Contractor, U.S. EPA, IDEM, and subcontractors' personnel.
- Require all employees to sign in upon entering the Site and to sign out when leaving the Site.
- Require each employee to present proper identification prior to entering the Site.
- Notify the Engineer of personnel attempting to enter the Site without proper identification.
- Assign temporary visitor badges to personnel not regularly working onsite.

5.2.1 Visitor Control

- Stop and identify all visitors.
- Ensure that all visitors are logged into the visitors log, sign the "Release of Liability Certificate", and are escorted by a Remedial Contractor or Engineer. Visitors will not be permitted to enter an exclusion zone or the contamination reduction zone without the express permission of the Engineer.

5.2.2 Vehicle Control

- Stop and identify the driver of all vehicles that approach the main gate or equipment laydown area for entry.
- Maintain a log of all vehicles and equipment that enter or leave the Site. Authorization to bring vehicles or equipment onsite will be obtained from the Remedial Contractor's Construction Manager.

5.2.3 Emergency Situations

Emergencies that could occur would likely involve a fire to either a building or vegetation, or a personal injury that would require an ambulance or evacuation helicopter.

- In the event of a fire, the person discovering the fire will notify the Site Safety Officer or Construction Manager and will attempt to contain the fire in accordance with the Fire Protection Plan as described in the Health and Safety Plan.
- If outside assistance is required, the Site Safety Officer or Construction Manager will notify the local authorities and request assistance in accordance with pre-arranged agreements.

- Emergency vehicles will not be formally logged into the Site. Once the emergency is corrected, the Site Safety Officer will obtain or prepare the following:
 - Name of the Fire Department Supervisor
 - Cause of the fire (if possible)
 - Name of anyone injured
 - Photographs of the incident
 - Prepare an accident report

5.2.4 Administrative Functions of the Security Officer

- Take required personal photographs and prepare employee identification badges.
- Prepare, submit and file reports, log sheets, and other written records.
 - Employee sign in/out log sheets.
 - Unusual incident/occurrence report (i.e., pickets, unauthorized entry, signs of vandalism, any event involving local fire department, law enforcement, or city officials).
- Maintain a current list of all personnel authorized by the Environmental Conservation and Chemical Corporation Trust (ECC Trust) to enter the Site.

5.3 Employee Identification

All onsite project personnel will be issued a site badge by the Security Officer. The badge must be worn in a conspicuous location, at all times, while onsite. The badge will include as a minimum the following:

- Name of the employee
- Photograph of employee
- Occupation
- Name of employer

6.0 EMERGENCY PROCEDURES

6.1 General

Emergency conditions as addressed herein encompass any situation occurring during construction activities that is not considered routine security duty. The following procedures are described as a representative sample.

Emergency procedures for accidents, fires, spills, and other contingencies are addressed in the Health and Safety Plan which should be used in conjunction with the Site Management Plan.

6.2 Unauthorized Person(s) Being Found Onsite

Without using force, the Security Officer will attempt to stop and interrogate the suspected intruder. If no resistance or belligerence is encountered, the intruder will be informed that the Site is a hazardous area, told that unauthorized entry is prohibited, cautioned not to return, and escorted off the Site. The Security Officer will attempt to obtain the name, address, and telephone number of the intruder for documentation in the security log and incident report.

If the intruder attempts to flee or becomes belligerent, the Security Officer will notify the Construction Manager and local law enforcement agency, if necessary, and request assistance. They will cooperate with and assist the local police where possible.

6.3 Unauthorized Person Attempting to Gain Access to the Site

The Security Officer will approach the person(s) attempting to gain unauthorized entry. If the person(s) flee and do not enter the Site, the Security Officer will report and record the incident.

If the Security Officer has the opportunity to communicate with the potential intruder(s), the intruder(s) will be informed of the nature of the Site and that entry is not authorized. If the intruder leaves, the Security Officer will attempt to obtain name, address, and telephone number for their report.

If the intruder continues to make an unauthorized entry, the Security Officer will notify the Construction Manager and local police if necessary. The incident will then be handled as unlawful trespass.

6.4 Vandalism

Vandalism observed by the Security Officer will be reported to the Construction Manager and local police, if necessary. If possible, any person caught in the act of vandalism will be detained until the local police arrive.

If the person flees, the local police will be notified and given as many details as possible to assist them in identifying and apprehending the person observed vandalizing the Site.

Evidence of vandalism will be reported to the local police. Site security personnel will increase their awareness of the problem and be more vigilant.

All acts of vandalism will be properly recorded in the shift log, investigated as thoroughly as possible, and reported to the Engineer.

6.5 Broken Fence

The site personnel discovering a break in the fence will notify the Security Officer and Construction Manager of a possible forced or unauthorized entry. They will then search the area for evidence of an entry (i.e., broken bushes, trampled grass, etc.) and try to locate the intruder.

The Remedial Contractor will patch or close the break as much as possible until the break can be repaired. (Breaks will be repaired promptly after being reported.)

The incident will be reported to the local police, recorded in the shift log, and reported to the Engineer.

6.6 Fire Onsite

In the event of a fire onsite, the person making the discovery and/or the Site Safety Officer will be responsible for the following:

- Notify the Construction Manager, by radio, of the location of the fire and request outside assistance (fire fighting equipment, ambulance, etc.), if required. The Construction Manager will then immediately notify the Engineer.
- If required, evacuate all unnecessary personnel from the area to an upwind location, if possible, or to an area not likely to be affected by airborne contaminants.
- Only allowing emergency vehicles onsite.
- Take photographs, prepare, and submit the required reports.
- Permitting emergency vehicles to leave the Site after the Construction Manager has certified that the vehicle(s) is free of contamination.

Procedures for handling small fires and large fires are described in the Health and Safety Plan.

7.0 COORDINATION

7.1 General

The Site Management Plan and procedures have been coordinated with the local law enforcement, firefighting, and medical support agencies.

7.2 Emergency Telephone Numbers

Name	Title	Telephone
Zionsville	Police Chief	(317) 873-2233
Zionsville	Fire Chief	(317) 873-3344
Zionsville	Emergency Medical Services	(317) 873-3363
Lebanon	County Sheriff	(317) TBD